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20 August 1953

WEEKLY ACTIVITY REPORT

(Items marked with an * are suggested for Mr. Baird's Report)

A. PROGRESS REPORT - OLD PROJECTS

1. Instructor Training Course

a. The suggested list of names for TR(S) participation in the ITC have been approved by the Plans and Programs Staff. The participants have been notified.

2. Mobile Audio-Visual Aids Device

a. The comments have been received from the Training Liaison Officers who had attended the demonstrations. Their comments did not reveal interest toward any modifications other than possible uses in other divisions.

b. The machine was demonstrated to a representative of [] and to the C/Commo Training.

c. The Project Officer suggested that a small unit of instruction be developed in their particular field of instruction that will better demonstrate the merits of the machine.

d. TSS now has received the necessary components to start Prototype II.

3. Project OSS Footage - No change

4. Motion Picture Film []

a. The Director and the Assistant Director are working on getting adequate maps and costumes ready and have taken some of the above material to []

b. Under the direction of the DD/TR(S) the script writer had two conferences with members of the staff of Phase II in reference to preliminary considerations of needs for films in that phase.

5. Support []

a. Film [] - no change

b. Graphic Aids - no change

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- c. Maps and charts - no change
- d. Editorial and Reproduction - no change
- e. Library Services - no change

6. War Plans Staff Officer Course - no change

7. [] Syllabus - reproduction completed; to be forwarded to the requestor.

8. Display for [] Museum - no change.

9. Translation of Basic Agent Training Tradecraft Manual [] - translation four-fifths completed; stencils to be cut for entire project. Projected date of completion is 8 September.

10. The Red Interpreter - no change

11. Filmagraph Production for BIS(I) - no change.

12. Instructional booklet, Your Career, for Clerical Refresher Courses/TR(G) - Final editing approved by the requesting office. To be forwarded to Reproduction.

13. Educational Exhibit for BIS(I) - Renovation of the room in Alcott Hall to be used for display purposes has been requested by BIS. Sketches will be made by GAS and will be submitted to C/Supply and Services.

14. Order of Battle Edited Training Film - no change.

15. Blackboard Training Aids for Administration Course - no change.

B. PROGRESS REPORT - NEW PROJECTS

None

C. ITEMS OF CURRENT INTEREST

1. The OTR Map Training Officer visited the [] Map Library relative to the current map collection and to provide assistance in selecting maps to be added to their collection.

D. ITEMS OF ADMINISTRATIVE INTEREST

1. Mr. [] is attending ^{Phase II} the OC which is now in session.

[]
Acting Chief, Training Aids Branch

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